Student submits assessment to be marked
Anonymity: Timed unseen exams only must be anonymous. Anonymity is - Removed for medical or concessionary evidence - Maintained in progression and/or classification meetings (s 1-3)

Marking scales:
Use of categorical marking scale and appropriate assessment criteria mapped to classification bands Illegible scripts referred (s 4-5; 12, 13, 15)

Samples to External Examiner:
- Has the right to see all work.
- Representative sample to include 10% (or at least 6 items if < 60 candidates) plus the highest and lowest marks; plus each marker; plus each class band and all fails (s 7, 10 – 11)

Board of Examiners
Disagreements on double- or moderated-marking to be referred to Board of Examiners, Chief Examiner or External Examiner (s 8-9)
Board of Examiner reviews failures to submit and concessions (s 21 - 25)

After marking
80% of work in contributing modules to be:
- Double marked by 2 internal examiners OR
- Moderated by one internal examiner (s 6 - 7)

Before marking
Agreeing final marks
For coursework

Credit Framework Annex 6: Marking

Return of Coursework
- Normally within three calendar weeks of deadline (with exceptions) (s 26 – 27)
- Some work held for further examination (s 26)

Final marks confirmed after the June/July meeting of Boards and progression/award information released.

Finalise module marks

Final module marks
Marks are rounded and finalised (s 16)
Zero marks and concessions are accounted for (s 19 – 25)